

## **PLANNING GUIDANCE FOR PY 2003 WAGNER-PEYSER ACT AGRICULTURAL SERVICES SUBMISSION**

### **I. Summary of Submission Requirements**

Activities planned for providing services to the agricultural community, both agricultural employers and MSFW's, as described 653.107.

### **II. Assessment of Need**

- A. A review of the previous year's agricultural activity in the state.
- B. A review of the previous year's MSFW activity in the state.
- C. Projected level of agricultural activity expected in the state in the coming year.
- D. A projected number of MSFWs in the state in the coming year.

### **III. Outreach Activities**

- A. Assessment of Available Resources
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- C. Proposed Outreach Activities

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- A. Planning Data for the Upcoming year.
- B. Significant MSFW Career Center Affirmative Action Plan.

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- B. Narrative Description

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- A. Status of the Monitor Advocate.
- B. State Monitor Advocate Approval/Comments.
- C. Consideration of Previous Year's Annual MSFW Monitor Advocate Report.
- D. MSFW Affirmative Action Review/Comments.
- E. Significant Affirmative Action Career Center Plans
- F. Review and Comment by WIA Section 167

## **II. ASSESSMENT OF NEED.**

### **A. Review of the previous year's agricultural activity in the state.**

The bootheel region is the most intensive agricultural area in Missouri. This is due to the high percentage of tillable, level land, long growing season and plentiful irrigation water. Cotton and rice are predominant crops.

Missouri vegetable crops are grown in Dunklin, Mississippi, Barton, Newton, Jasper and Barry counties. The major vegetables planted are cucumbers (8,954 acres), potatoes (6,200 acres), watermelons (5,500 acres), snap beans (4,905 acres), southern peas (4,497 acres), pumpkins (1,457 acres), sweet corn (1,371 acres), and cantaloupe (946 acres). Lima beans and summer squash was grown on 200 and 300 acres statewide. Tomatoes, cabbage, winter squash and gourds were each grown on between 100 and 200 acres. Approximately 234 acres of these vegetables are grown using organic practices. The months of heaviest activity for these crops are May – October.

Tobacco is produced primarily in Boone, Buchanan, Chariton, Clinton, Howard, and Platte counties. These farms account for less than 5% of all farms. Tobacco farms in Buchanan and Howard counties account for 14.2% (119 farms) and 13.5% (96 farms) of all farms, respectively<sup>1</sup>. Since 1998, the total number of harvested tobacco acres has fallen in all counties. The reduction has been most severe in Platte County, which historically has had the highest levels of tobacco acreage. From a peak of 2,260 acres in 1994, acreage in Platte County had dropped to 1410 acres in 1999. <sup>2</sup>Tobacco is normally harvested in June/July. Tobacco crops are not a major component of Missouri agriculture.

There are fifty-three apple orchards in Missouri, encompassing approximately 3,000 acres. Jonathan, Red Delicious and Golden Delicious are the three major types of apples produced. Jonathan apples are harvested around the first of September followed by Red Delicious shortly after. At the end of the September Golden Delicious apples are usually ready for harvest. The highest concentration of apple orchards is in the Kansas City and West Central regions of the State.

Grapes are produced in various parts of the state with Missouri having over 30 wineries and over 1065 acres planted in many different varieties of grapes. This crop is very high maintenance with workers needed year round (vine pruner & grape harvesters). Grapes

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<sup>1</sup> Tobacco Producing Counties in Missouri, Missouri Research and Planning DED

<sup>2</sup> Tobacco Producing Counties in Missouri, Missouri Research and Planning DED

are harvested from August to October but vine maintenance occurs during the cold weather months.

The wide range of climate, topography and availability of irrigation water results in the considerable variability of crops produced in Missouri.

**B. Review of the previous year's MSFW activity.**

The seven counties in the southeastern corner of the bootheel (Mississippi, New Madrid, Pemiscot, Dunklin, Butler, Stoddard and Scott) grow 35% of the state's cash crops. This area is well known for the cotton and rice production (northernmost area of Bootheel). The port at New Madrid has Missouri's only rice mill. Dunklin County is the nation's third largest watermelon harvesting county and is a major peach and vegetable producer.

**Vegetables:** Due to the variety of vegetable crops grown and their growing seasons, an estimate of approximately 800 agricultural workers statewide are needed at different stages of production and harvesting. Most of the Missouri vegetable farmers grow a variety of crops per farm, so the number of workers on a farm size of 3100 acres can utilize (depending on weather conditions) 40 workers to 75 workers throughout their growing and harvesting seasons. These workers are needed at different intervals throughout the growing seasons and depending on weather conditions. It is not known how many of these workers move from farm to farm during the planting/production/harvest seasons. This figure also reflects the smaller farm operations of 200 acres or less who are growing crops/specialty crops other than those listed above.

**Orchards:** Lafayette County and surrounding area utilizes approximately 500 workers per year in the apple and peach orchards. There are seven orchards located in the Lexington / Waverly area with seven more orchards located in and around the Kansas City area. Missouri has 53 orchards statewide. An approximate number of agricultural workers for orchards statewide can be estimated at 1000 agricultural workers needed from first week of July through the end of October for both peach and apple harvesting.

**Vineyards:** Vine pruners yard workers usually work from the beginning of November through the middle of July. Grapes are harvested from the beginning of August to the end of September. There are 1,065 acres of vineyards in Missouri. Approximately 14 workers are utilized per 130 productive acres year round. This figure does not reflect those vineyards that are expanding operations, therefore needing workers for planting and preparation of the new vineyards.

Tobacco is a very labor-intensive crop. Tobacco planting occurs around the end of May and is harvested in August/September. The curing process takes approximately 2 more months depending on the type of curing being done and the weather. It takes four people to set tobacco seedlings. An estimate of 100 agricultural workers is utilized each year for

planting, harvesting and curing tobacco. The vast majority of all tobacco grown in Missouri is warehoused and marketed through Weston, located at the west central edge of the state.

Melons & Cotton: The Bootheel area of Missouri comprises much of the melon and cotton production as well as many other crops. It is estimated that 3,500 migrants are in the bootheel area each growing season to work the crops located there.

Poultry Processors: None of the above estimates reflect the number of MSFW's who are working in poultry processing plants in Missouri. An estimate of at least 3,000 migrant workers is estimated to work in this occupation.

The Bootheel region employs approximately 3,500 of the state's 8,500 estimated migrant farmworker work force.

SEMO Health Network registered approximately 3,500 migrant farmworkers.

Migrant Farmworkers Project in Kansas City estimated approximately 450-500 workers were in the Lexington area to pick apples every fall.

Migrant farmworkers have been registered in the St. Louis surrounding area. There are approximately 100 migrant workers in Louisiana, Missouri to work the nurseries located there. Agricultural labor shortages are prevalent in all areas of the state except the Bootheel area.

**C. Projected level of agricultural activity expected in the coming year.**

Minimal change is expected in the crop list in II A except for the tobacco industry. Tobacco has declined in production in the year 2000 by over 1 million pounds. This will result in fewer number of migrants working that crop. Vineyard and vegetable farms are expected to increase activity.

**D. Projected number of MSFW's in the state in the coming year.**

The estimated number of MSFW's in Missouri for the coming year can be estimated at 8,500 workers.

***III. OUTREACH ACTIVITIES***

MSFW outreach will be conducted to contact agricultural workers outside of the career center to explain services provided by the Division of Workforce Development. Career

center supervisors will be responsible for conducting outreach in the respective area, unless relieved of this requirement by the Monitor Advocate. The career center supervisors will coordinate with other agencies serving the MSFW population in order to maximize all available resources. The Monitor Advocate will assist the career centers when requested to do so or as need arises. It is expected that a need for assistance from the Monitor Advocate will increase due to staff reduction in the career centers.

The State Monitor has written an outreach plan, in accordance with 20CFR653.107.

**A. Assessment of Available Resources**

1. Funds available to operate the MSFW outreach will be part of the Wagner-Peyser funding with 1.45 staff positions allocated, including the Monitor Advocate position. Missouri is not a significant state; therefore the Monitor Advocate position is not a full time position.
2. The State agency staff assigned to outreach activity is the same as in prior years. However, Missouri has been awarded an MSFW Youth grant and are developing the implementation of this program to target the bootheel region of the state. Our goal is to serve 264 migrant youth in this area. Parental support is a necessary component of this program; therefore outreach efforts can be combined for both programs. Seven full time Division of Workforce Development staff are scheduled to be assigned to the MSFW youth program.
3. The state agency has a formal cooperative agreement with the RMI. We will continue to coordinate with State and private agencies to identify resources. Some of the available resources are as follows:

Southeast Missouri Health Network mainly provides health-related services.

The Migrant Farmworkers Project provides a variety of services including health and legal assistance.

Missouri's Outreach Plan created by the Monitor Advocate relates in detail how each cooperative agency operates.

**B. Numerical Goods**

1. **The number of MSFW's to be contacted by employment service staff during the program year, listed by career center:**

<b>Career Center</b>	<b>No. of Contacts</b>
Sedalia/Lexington	200
Kennett/Poplar Bluff/Sikeston/Cape Girardeau	600

## **2. Number of Staff Days Utilized for Outreach by Career Center**

<b>Career Center</b>	<b>Days utilized by Outreach</b>
Sedalia/Lexington	40 days (1.25 days per month)
Kenneth/Poplar Bluff/Sikeston/Cape Girardeau	144 days (12 days per month)

## **3. The number of MSFW's contacted by other agencies under cooperative arrangements.**

In cooperation with RMI, Migrant Farmworkers Project and the Southeast Missouri Health Network. We should total over 2,500 contacts.

Southeast Missouri Health Network and the Migrant Farmworkers Project outreach contacts should exceed 1,500.

These contact figures are approximate as efforts are being made to improve partnerships with RMI, Southeast Missouri Health Network, and Legal Aid of Western Missouri.

## **C. Proposed Outreach Activities**

DWD career center staff will contact agricultural employers to locate possible MSFW's. When MSFW's are located, career center staff will request permission to explain services available. Applications will be taken for those who wish to receive services from the Division of Workforce Development. Division staff will carry the necessary documentation to identify themselves as DWD representatives. Career center staff will make arrangements with Southeast Missouri Health Network and the Migrant Farmworkers Project staff to coordinate outreach efforts and to facilitate the assistance and utilization of surplus farmworkers.

U.S. workers will be recruited through registration; MSFW outreach efforts will be coordinated with other agencies such as RMI, SEMO, Migrant Farmworker Project, churches, community action agencies and other service organizations. In addition, a special effort is being made to identify migrant events and get-togethers to further expand our outreach efforts.

***IV. WAGNER-PEYSER ACT SERVICES PROVIDED TO MSFWs THROUGH THE ONE-STOP DELIVERY SYSTEM.***

**A. Planning data for the upcoming year.**

The MSFW equity indicators of compliance are expected to be met.

MSFW's will be identified in each DWD career center and the applications coded in accordance with MSFW (20CFR 63.103). These offices will strive to provide equity of services to MSFW's to at least the same degree that each office provides these services to non-MSFW's.

One of the challenges of the One-Stop environment is to manage service delivery systems that ensure all customers equitable access to the full range of services available. It has long been acknowledged that MSFW's encounter significant barriers to completing basic educational objectives and to finding sustainable employment that meets the economic needs of raising their families.

Career centers function as a network or system of services in one central physical location and bring partner agencies together electronically to provide clients immediate or accelerated access to an expanded and enhanced menu of services. Services are delivered through co-location, technology, cross training, or cost-reimbursement. Core services (intake/assessment) are currently provided by one or more of the partner agencies. Delivery methods for intensive and training services are determined through the consensus of the One-Stop partners. Services to MSFW's in a One-Stop setting will be provided in the same manner as services to the other population or target groups.

The triage approach will be used throughout the one stop system in which key entry information will be obtained from customers to refer them to the appropriate resources. Customer needs are assessed and the he/she is routed with a referral form to the appropriate referral agency. The primary principle of the referral system is to provide seamless delivery of services to all customers.

A variety of literature regarding specific training and educational opportunities available for the MSFW population will be placed in all Division of Workforce Development career centers. Computers are available in the resource areas of each Missouri Career Center to assist with job referrals and placements, training provider lists and detailed information on programs. An Alta-Vista web link is available to MSFW's who are not proficient in English when accessing Missouri Works.

## **B. Significant MSFW Career Center Affirmative Action Plans**

The State of Missouri has not identified any significant career centers.

## ***V. WAGNER-PEYSER ACT SERVICES PROVIDED TO AGRICULTURAL EMPLOYERS THROUGH THE ONE-STOP DELIVERY SYSTEM.***

### **A. Data Analysis**

**Previous year's history as of June 30, 2001 provide the following estimates:**

Number of agricultural job orders received and openings received: 369

Number of agricultural job orders filled: 228

Percent to be filled: 62%

Number of interstate clearance orders received: 11

Number of interstate clearance orders initiated: 11

### **Plan for Upcoming Year (based on estimated data)**

Number of agricultural job orders expected to be received: 369

Number of agricultural job openings projected to be filled: 228

Percent to be filled: 62%

Estimated number of interstate clearance orders: 15

Estimated number of interstate clearance orders that state will initiate: 15

### **B. Narrative Description**

1. Agricultural employers will be encouraged to place job orders with local DWD offices. Agricultural employers will be contacted as part of the MSFW Outreach Program to explain employment services available to them.
2. The DWD staff will actively participate in agricultural meetings and assist employers to recruit U.S. workers, using the local job bank and the Agricultural Recruitment Systems (ARS).
3. Career center personnel as well as the State Monitor Advocate will seek to establish and maintain a working partnership with agricultural employers and the migrant and seasonal farm worker population. Input from the agricultural employer as well as the migrant seasonal farm worker will be a key factor in improving services to the MSFW population as well as the agricultural employer.



Missouri agricultural employers, the State Monitor Advocate and the Department of Agriculture are creating an agricultural network, which in part shares labor information with those utilizing agricultural labor. Information on local agricultural labor conditions is shared with all partners of the agricultural network. When shortages occur, the migrant labor force can be offered positions in other areas of the state. Even though the agricultural network program is not officially in operation yet, the “sharing” of the local labor force information is working very well. Information on local MSFW service providers will also be a component of this program. A web site designed specifically for the migrant and seasonal farm worker and the agricultural employers is currently under production.

4. Division of Workforce Development business representatives market Missouri Career Center services to all employers in their local area. These representatives are charged with creating a local streamlined coordinated partnership to help market the local workforce to employers. DWD Business Representatives will contact agricultural employers to solicit job orders, explain Missouri Career Center services and gather input from employers concerning how we can improve services to them. Input from the migrant and seasonal farm worker will be gathered during outreach and when the MSFW registers for services at their local Missouri Career Center.
5. Missouri Career Centers are contacted by the State Monitor Advocate when an H-2A application is in their area. Career center staff works as a team to actively recruit for U.S. workers to fill the H-2A positions with an U.S. worker. The employers who utilize migrant labor are contacted in an effort to find qualified U.S. workers to fill current positions.

## ***VI. OTHER REQUIREMENTS***

### **A. Status of Monitor Advocate.**

The Monitor Advocate position for Missouri is part-time at .4 position. A letter to USDOL will be submitted in conjunction with the state plan requesting that this position continue to be part-time.

### **B. State Monitor Advocate Approval/Comments.**

This plan was written by the Monitor Advocate and has not been changed, amended nor has she been persuaded to change or amend the plan.

**C. Consideration of Previous Year's Annual MSFW Monitor Advocate Report.**

Consideration was given to the State MSFW Monitor Advocate recommendations as presented in the annual MSFW summary developed under 20CFR 653.108(t).

**D & E. MSFW Affirmative Action Review/Comments.**

Missouri is not a significant MSFW state and is therefore not required to submit this plan.

**F. Review and Comment by WIA Section 167 Grantees.**

The WIA Title I Section 167 Program (National Farmerworker Jobs Program) has been given a copy of the original plan.

Other agencies and organizations will have an opportunity to comment on the plan. Electronic copies of the plan have been sent to:

Shawn Cochran, Migrant Education State Director: [scockrum@mail.dese.state.mo.us](mailto:scockrum@mail.dese.state.mo.us)  
Migrant Farmworkers Project: [migrantproject@hotmail.com](mailto:migrantproject@hotmail.com)  
Migrant Education, Monett-Wayne Ferguson: [wferguson@mo-mep.org](mailto:wferguson@mo-mep.org)  
SEMO Health Network, Sandy Sharp, Director: [semoh@semo.net](mailto:semoh@semo.net)  
Division of Workforce Development Regional Managers  
Missouri Workforce Investment Board Contacts

Hardcopies of the plan have been sent to:

Eastern Missouri Migrant Education Center; Angel Castro, Cheryl White, Shelby Brown  
Dr. Adelaide Parsons, Project Interact, Southeast Missouri University  
Dr. Joel B. Judd, Title VII Programs Supervisor, Dept. of Elementary and Secondary Education,  
Delta Area Economic Opportunity Council: Kennett, East Prairie, Hayti, Caruthersville  
Southeast Missouri Baptist Association  
Kennett Ministerial Alliance  
Malden Ministerial Alliance  
Catholic Hispanic Ministry, Kennett  
Senath First United Methodist Church Migrant Ministries  
St. Cecelia's Catholic Church, Kennett

A copy of this plan is also available at [www.ecodev.state.mo.us/mtec](http://www.ecodev.state.mo.us/mtec)